

**GOVERNMENT OF TELANGANA**  
**ABSTRACT**

Office Procedure – SCHEDULED CASTE DEVELOPMENT DEPARTMENT -  
Payment for the services rendered by three Data Entry Operators and two  
Attenders in Scheduled Caste Development Department, Telangana  
Secretariat, for the period from 21<sup>st</sup> November, 2015 to 20<sup>th</sup> December,  
2015 - Sanctioned – Orders – Issued.

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SCHEDULED CASTE DEVELOPMENT (OP) DEPARTMENT

G.O.RT.No. 1

Dated: 02-01-2016.

Read the following:-

1. From M/s Jyothi Computer Services, Barkatpura, Hyderabad,  
Letter, dt.09-07-2015.
2. G.O.Rt.No.314, S.C.D.(OP) Dept., dated:27-07-2015.
3. Bill No.JCS/SOC/2015/12/02, for Rs.56,437/- from Jyothi Computer  
Services, Barkatpura, Hyderabad, dt.29-12-2015.

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ORDER:-

In the reference 2<sup>nd</sup> read above, sanction was accorded to engage  
three Data Entry Operators and two Attenders for a period from 01-07-2015  
to 30-06-2016, in Scheduled Caste Development Department, Telangana  
Secretariat, Hyderabad with a remuneration @ of Rs.9,500/- per month and  
@ of Rs.6,700/- per month along with 3.9% Commission + 13.61% E.P.F +  
4.75% E.S.I Contribution + 14 % Service Tax=Totalling 36.26% on  
remuneration to the agency.

2. In the reference 3<sup>rd</sup> read above, M/s. Jyothi Computer Services,  
Barkatpura, Hyderabad have submitted bill for payment of Rs.56,437/-for the  
services of three Data Entry Operators and two Attenders, for the period  
from 21<sup>st</sup> November, 2015 to 20<sup>th</sup> December, 2015 in Scheduled Caste  
Development Department, Telangana Secretariat, Hyderabad.

3. Sanction is hereby accorded for payment of an amount of Rs.56,437/-  
(Rupees Fifty six thousand four hundred and thirty seven only) i.e.  
Rs.40,316/- towards remuneration and Rs.8,974/- for EPF + ESI +  
Commission and Rs.6,901/- for Service Tax at 14.00% on Rs.49,290/- and  
Rs.246/- towards swachh Bharath Cess @0.5% on 49,290/- to the agency for  
having arranged the services of three Data Entry Operators and two  
Attenders for the period from 21<sup>st</sup> November, 2015 to 20<sup>th</sup> December, 2015  
in Scheduled Caste Development Department, Telangana Secretariat,  
Hyderabad.

4. The expenditure shall be debited to the Head of Account "2251 -  
Secretariat Social Services - 090 – Secretariat – 08 - Social Welfare  
Department 300 - Other Contractual Services".

5. The Scheduled Caste Development (OP) Department shall draw and  
credit the amount of Rs.56,437/- (Rupees Fifty six thousand four hundred  
and thirty seven only) sanctioned in Para-(3) above, in the Account of M/s.  
Jyothi Computer Services, Barkatpura, Hyderabad.

6. Certified that three Data Entry Operators & two Attenders have  
attended their duties for the period from 21<sup>st</sup> November, 2015 to  
20<sup>th</sup> December, 2015. Two Date Entry Operators namely Smt.B.Archana is  
absent on 21-11-2015, 23-11-2015, 24-11-2015 and 30-11-2015 and  
Smt.V.Rama is absent on 03-12-2015 hence their salary is claimed for 26  
days and 29 days respectively.

(P.T.O)

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7. This order issues with the concurrence of Finance (SMPC) Department vide their U.O.No.No.15970/ 488/ A2/SMPC/2008, dt:24-06-2008, U.O.Note.No.8071/257/A1/SMPC.II/2014, dated:06-05-2014 and U.O.No. 5299-D/189/A2/SMPC/2009, datedt:21-2-2009, & U.O.No.4101-A/ 59/ A1/ Expr.SW/09, dated 21.02.2009.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

BENHUR MAHESH DUTT EKKA  
SECRETARY TO GOVERNMENT

To  
The Scheduled Caste Development (OP) Department.  
The Deputy Pay & Accounts Officer,  
Telangana Secretariat Branch, Hyderabad.  
M/s. Jyothi Computer Services, Barkatpura, Hyderabad.  
Copy to:-SF/SCs.

// FORWARDED BY :: ORDER //

SECTION OFFICER